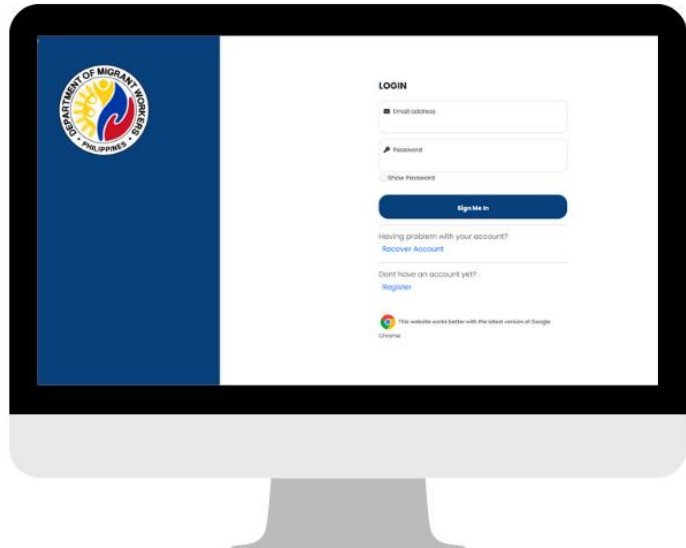
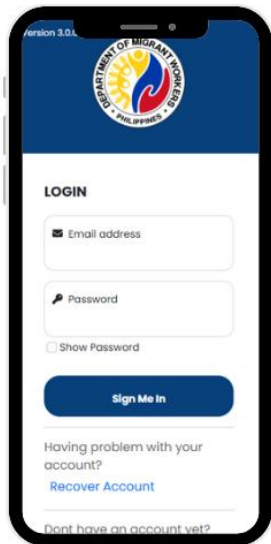
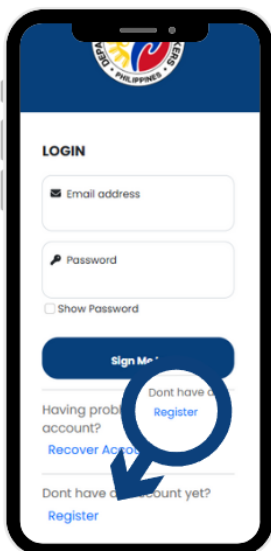


A. HOW TO REGISTER ON THE DMW PORTAL:

1. Open your browser and go to <https://portal.dmw.gov.ph/>.

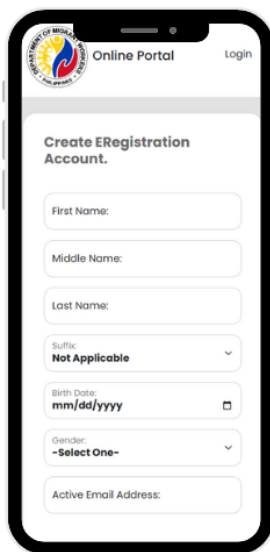


2. To register, Click the **Register** button.

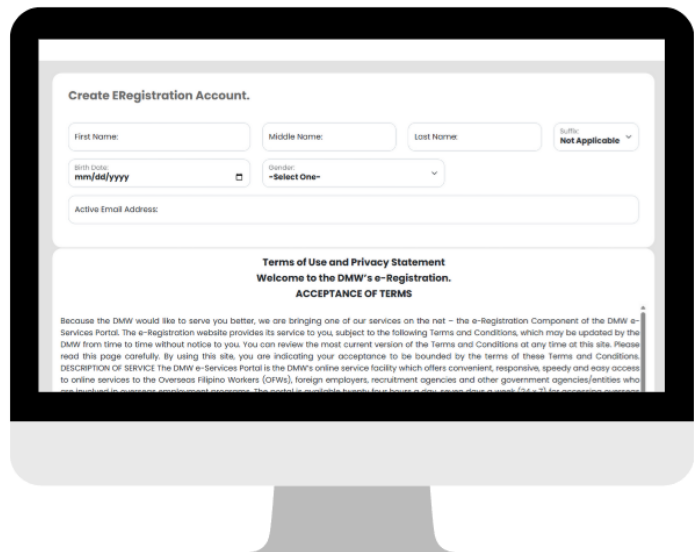


3. After clicking the **Register** button, you will be redirected to the **Registration page**. To register, fill out the form based on your details:

- a. **First Name**
- b. **Middle Name**
- c. **Last Name**
- d. **Suffix (if applicable)**
- e. **Birth Date**
- f. **Gender**
- g. **Active Email Address**

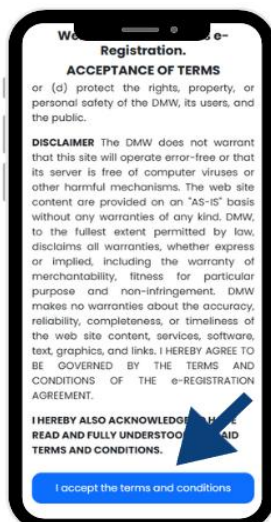


The screenshot shows the 'Create ERegistration Account' form on a mobile app. The form includes input fields for First Name, Middle Name, Last Name, Suffix (set to 'Not Applicable'), Birth Date (mm/dd/yyyy), Gender (set to '-Select One-'), and Active Email Address. The app's header shows 'Online Portal' and a 'Login' button.



The screenshot shows the 'Create ERegistration Account' form on a desktop monitor. The form includes input fields for First Name, Middle Name, Last Name, Suffix (set to 'Not Applicable'), Birth Date (mm/dd/yyyy), Gender (set to '-Select One-'), and Active Email Address. Below the form is a 'Terms of Use and Privacy Statement' section with a 'Welcome to the DMW's e-Registration. ACCEPTANCE OF TERMS' heading.

4. After you fill out the form, read the **Terms of Use Privacy Statement (Acceptance of Terms)**. After reading, scroll down and click the **“I accept the terms and conditions”** button.



The screenshot shows the 'Terms of Use and Privacy Statement' section on a mobile app. It includes a 'Welcome to the DMW's e-Registration. ACCEPTANCE OF TERMS' heading, a 'DISCLAIMER' section, and a 'I HEREBY ALSO ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTOOD THE SAID TERMS AND CONDITIONS' section. A blue arrow points to the 'I accept the terms and conditions' button at the bottom.



The screenshot shows the 'Terms of Use and Privacy Statement' section on a desktop monitor. It includes a 'Welcome to the DMW's e-Registration. ACCEPTANCE OF TERMS' heading, a 'DISCLAIMER' section, and a 'I HEREBY ALSO ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTOOD THE SAID TERMS AND CONDITIONS' section. A blue arrow points to the 'I accept the terms and conditions' button at the bottom.

- 5. After accepting, the system will show the summary of details you entered in the form. If you confirm that the details are correct, Click the “Yes” button.**



Confirmation

Are you sure you want to create registration account with Details as follows:

First Name:
Kim Test

Middle Name:
De villa

Last Name:
David

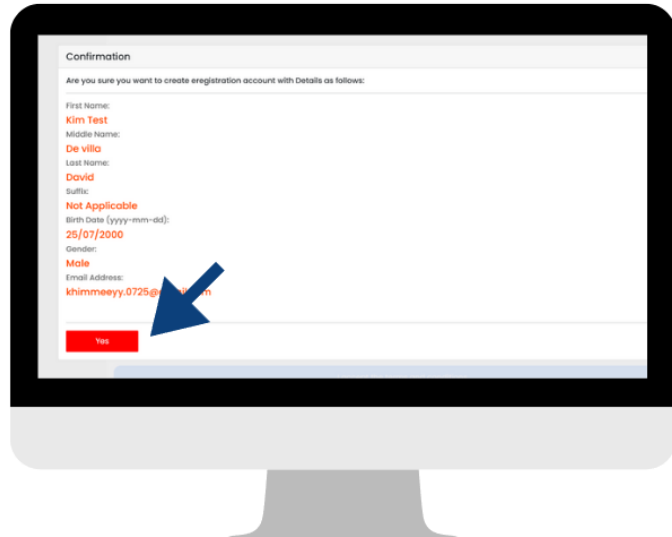
Suffix:
Not Applicable

Birth Date (yyyy-mm-dd):
25/07/2000

Gender:
Male

Email Address:
khimmeeey.0725@gmail.com

Yes



Confirmation

Are you sure you want to create registration account with Details as follows:

First Name:
Kim Test

Middle Name:
De villa

Last Name:
David

Suffix:
Not Applicable

Birth Date (yyyy-mm-dd):
25/07/2000

Gender:
Male

Email Address:
khimmeeey.0725@gmail.com

Yes

- 6. After confirmation, the system will display the confirmation of creation of account.**

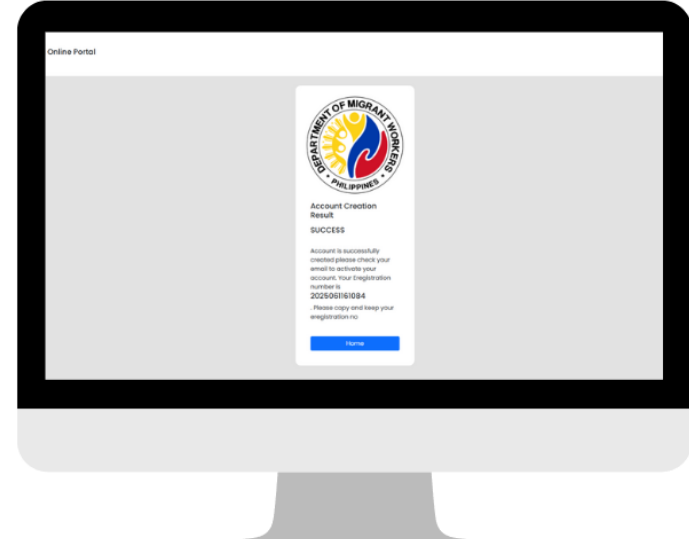





Account Creation
Result
SUCCESS

Account is successfully created please check your email to activate your account. Your Registration number is **2025061161084**. Please copy and keep your registration no

Home



Online Portal

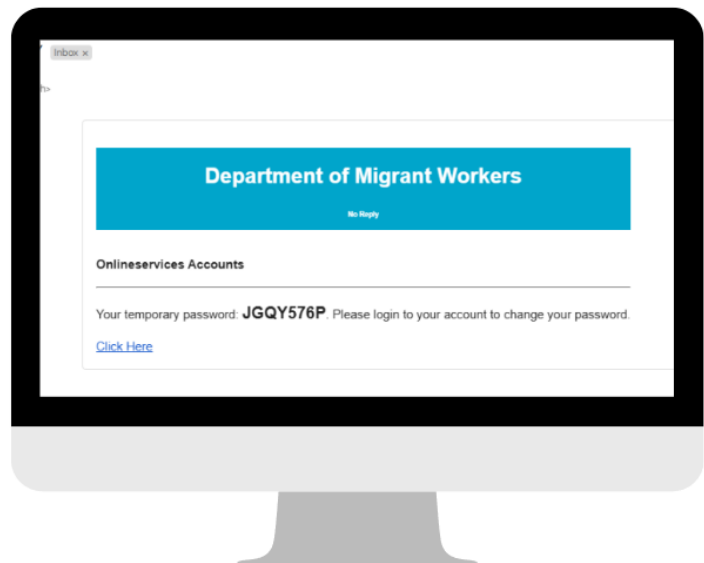
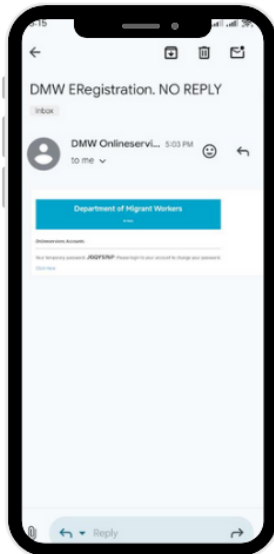


Account Creation
Result
SUCCESS

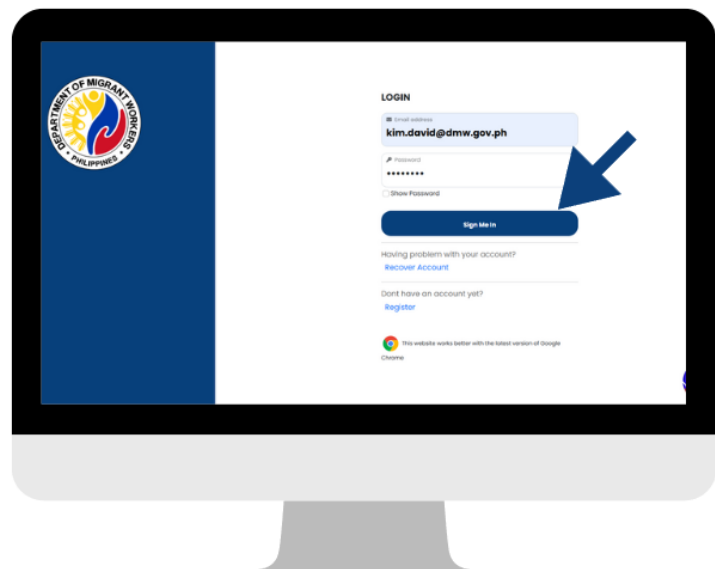
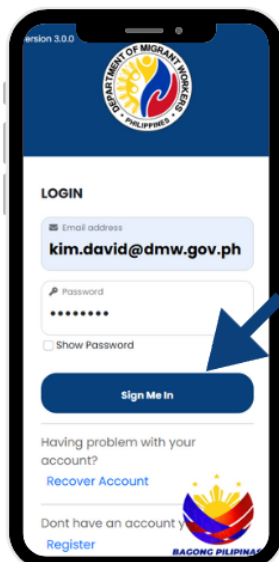
Account is successfully created please check your email to activate your account. Your Registration number is **2025061161084**. Please copy and keep your registration no

Home

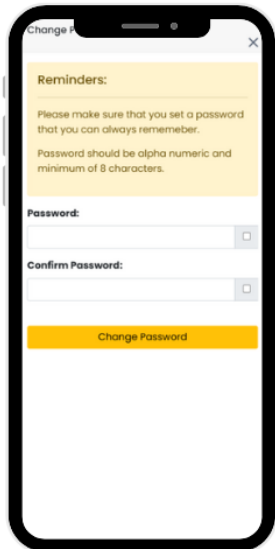
- 7. After the confirmation of the account, check your email that you used to create the account in DMW Portal. Our system will send an email containing your temporary password.**



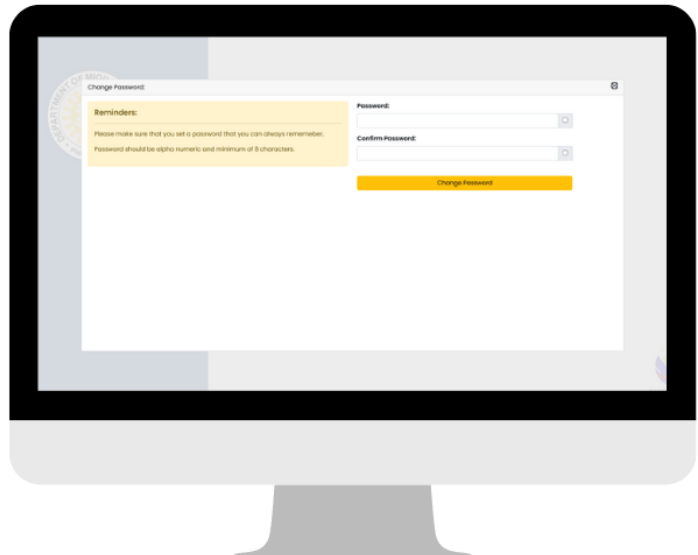
- 8. Now, go to <https://portal.dmw.gov.ph/> to log in your account. Enter your email and temporary password and click “Sign in” button.**



9. After signing in, the system will request you to change your temporary password to your custom password.

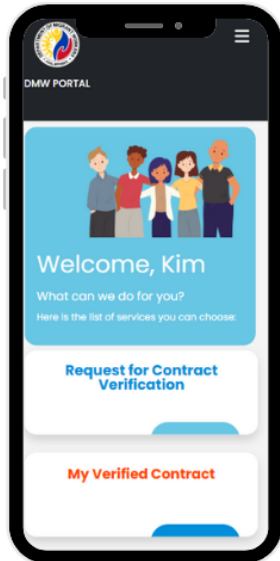


The mobile app interface for 'Change Password' features a yellow 'Reminders' box at the top with the text: 'Please make sure that you set a password that you can always remember. Password should be alpha numeric and minimum of 8 characters.' Below this are two input fields labeled 'Password:' and 'Confirm Password:', each with a small square icon to its right. At the bottom is a yellow button labeled 'Change Password'.

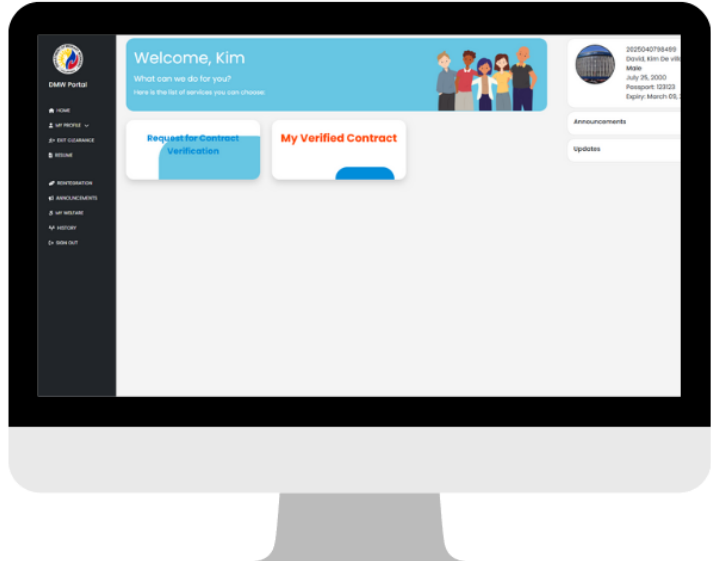


The desktop web browser interface for 'Change Password' mirrors the mobile app. It includes a 'Reminders' box with the same text. Below it are 'Password:' and 'Confirm Password:' input fields with small square icons. A yellow 'Change Password' button is positioned at the bottom right of the form area.

10. Now you're all set up!



The mobile app home screen, titled 'DMW PORTAL', shows a 'Welcome, Kim' message with a group of people icon. Below the welcome message is a list of services: 'Request for Contract Verification' and 'My Verified Contract'. The app has a dark header with a logo and a menu icon.



The desktop web browser home page, titled 'DMW Portal', displays a 'Welcome, Kim' message with a group of people icon. Below the welcome message are two buttons: 'Request for Contract Verification' and 'My Verified Contract'. The page includes a dark sidebar with a logo and a menu, and a top right section with user information: '2020-07-19 14:00', 'DANIEL KIM DAVID', 'MAY 25, 2000', 'Passport: 12323', and 'Expiry Month: 05'. There are also sections for 'Announcements' and 'Updates'.